



Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
May 24, 2022
9:00 am

Present:

Directors:

JC Baldwin, Director
Jim Huffman, Director
Mark Spurgeon, Director

Donn Etherington, Director
W. Alan Loeb sack, Director

Staff:

Jim Kuntz, Chief Executive Officer
Monica Lough, Dir. of Finance & Admin.
Trent Moyers, Director of Airports
Ron Cridlebaugh, Director of Econ. Dev.
Ron Russ, Property & Maintenance Mngr.
Tricia Degnan, CTC Manager (Zoom)
Craig Larsen, Bus. Dev. Mngr.
Stacie de Mestre, Capital Projects Mngr.

Colby Goodrich, FBO Manager (Zoom)
Sarah Deenik, Comm. Specialist
Esther McKivor, Acct. Specialist (Zoom)
Julie Avis, Acct. Specialist
Bealinda Tidd, Acct. Specialist (Zoom)
Bobbie Chatriand, Admin Assistant
Laura Camarillo-Reyes, Admin Asst. (Zoom)

Legal Counsel:

Quentin Batjer, Davis Arneil Law Firm, LLP

Guests:

Jack Penning, Volaire Aviation
Chris Mansfield, TO Engineers
Erik Howe, RH2 Engineering
John Alt, Citizen
Don Flick, Cascade Soaring Society

Emily Thornton, Wenatchee World
Thomas Legel, Confluence Health (Zoom)
Lee Lewis, JDSA (Zoom)
Kevin Vitulli, Banner Bank (Zoom)
Kyle Lamb, KPQ (Zoom)

The Chelan Douglas Regional Port Authority Board Meeting was called to order at 9:00 a.m.

Introductions were made. New CDRPA employee Julie Avis was introduced.

Conflicts of Interest: None

CDRPA CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from May 10th, 2022 Meeting and April 2022 Commission Calendar were presented. Director Etherington proposed changes which were accepted.

Motion No.

Moved by:
Seconded by:

05-14-22 CDRPA

W. Alan Loeb sack
Jim Huffman

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from the May 10th, 2022 Meeting and April 2022 Commission Calendar.

Motion passed 4-0
*Director Spurgeon not present

PRESENTATIONS:

Jack Penning, Managing Partner – Volaire Aviation Consulting

Penning provided an update on the current landscape of the airline business. Penning also discussed airline priorities and how that has transformed over the last few years. In addition, the pilot shortage is slowing airline recovery from pandemic levels. Finally, Penning discussed his goals for service restoration and the future of Pangborn Airport.

Director Spurgeon joined the meeting at 9:52am

CDRPA ACTION ITEMS:

Executive Flight Phase 2 HVAC – Change Order Request

de Mestre presented a change order request in the amount of \$74,434 to complete improvements based on results of a recent assessment. Holaday-Parks performed a complete evaluation and tested the radiant floor heating system and overhead hangar doors. Also provided, were recommendations to improve the operation and add efficiency to the current system. Discussion ensued and the following action as taken.

Motion No.
Moved by:
Seconded by:

05-15-22 CDRPA

Donn Etherington
Mark Spurgeon

To authorize the CEO to sign Change Order #1 with Holaday-Parks in the amount of \$74,434 for the boiler system recommended corrections.

Motion passed 5-0

Director Baldwin called for a 10-minute break at 10:26 a.m., meeting reconvened at 10:36 a.m.

Authorization to Seek Bids - Cashmere Mill Site Wood Waste Removal Project

de Mestre presented the Cashmere Mill site assessment from Geo Engineering. The testing revealed approximately 2,400 Cubic Yards of wood debris is present below the site. In an effort to avoid the need to dewater, the best time for the wood removal is late summer when water tables are at their lowest. The engineers current estimate for wood waste removal is \$350,000. Discussion ensued.

Motion No.
Moved by:
Seconded by:

05-16-22 CDRPA

Jim Huffman
W. Alan Loeb sack

To authorize the CEO to solicit bids for the Cashmere Mill Site Wood Waste Removal Project.

Motion passed 5-0

Mansfield Airport – Beacon

Russ provided information on the current condition of the rotating beacon at Mansfield Airport. The beacon is currently inoperative. Russ has been unable to determine make and model as it is approximately 25 years old and obsolete. Russ would like to gather more information on the beacon. Kuntz suggested the amount of aircraft activity at the airport should first be determined prior to making a long-term investment in a new beacon. Discussion ensued and the following action was taken.

Motion No.
Moved by:
Seconded by:

05-17-22 CDRPA

Donn Etherington
Mark Spurgeon

To authorize the CEO to convert Mansfield Airport to day-use only.

Motion passed 5-0

Approval of 2021 Financial Statements – CDRPA

Lough provided an overview of the 2021 Financial Statements for the Regional Port.

Motion No.
Moved by:
Seconded by:

05-21-22 CDRPA
Jim Huffman
Donn Etherington
To approve the Chelan Douglas Regional Port Authority 2021 Financial Statements, as presented.

Motion passed 5-0

POCC ACTION ITEMS:

Approval of 2021 Financial Statements – POCC

Lough provided an overview of the 2021 Financial Statements for the Port of Chelan County.

Motion No.
Moved by:
Seconded by:

05-22-22 POCC
Donn Etherington
JC Baldwin
To approve the Port of Chelan County 2021 Financial Statements, as presented.

Motion passed 2-0
**District 3 Vacant*

PODC ACTION ITEMS:

Approval of 2021 Financial Statements – PODC

Lough provided an overview of the 2021 Financial Statement for the Port of Douglas County.

Motion No.
Moved by:
Seconded by:

05-23-22 PODC
Mark Spurgeon
W. Alan Loeb sack
To approve the Port of Douglas County 2021 Financial Statements, as presented.

Motion passed 3-0

CDRPA INFORMATIONAL ITEMS:

Army National Guard – Wyoming Site Visit

Loeb sack, Kuntz, and Moyers provided a recap of the visit to the Wyoming National Guard Facility that is located in Cheyenne, WY. The visit was from May 18-20th. Pictures of the hangars and surrounding offices were shared.

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:

- The Westside Hangar Pad update was presented. There is currently one promising lead.
- Kuntz discussed the Diamond Foundry's need for more space.
- Updates on the City of Chelan Water Project were provided.
- Kuntz provided current information on a T-Hangar tenant David Sonn. Sonn has requested to speak before the Board at the next Board Meeting on June 14th.
- Kuntz discussed a possible Spokane Trip to visit Fairchild Airforce Base and Felts Field's turf runway.
- Information on the GA Terminal Update Meeting with ALSC was provided.

Lough provided information and updates including:

- Lough provided information on several Chelan County PUD leases being renewed with the Regional Port.

Moyers provided information and updates including:

- Moyers reported the FAA Annual Certification Inspection that occurred on May 23rd and 24th. Any findings will be provided by the FAA in a letter.
- Provided information on the FAA Funding for Taxiway A project. Moyers is hopeful that Pangborn Airport is included in the next round of FAA funding that occurs in June 2022. Selland Construction, the current low bidder, has presented a bid that will be valid until July 14th, 2022.

de Mestre provided information and updates including:

- de Mestre provided a Pangborn Airport Apron Project update. In this current phase concrete is being poured. The concrete on the apron will be poured at a depth of 11".
- de Mestre also noted that she has received four proposals for the 5th Street PUD Campus project. Proposals are posted on the CDRPA website for public viewing.
- de Mestre discussed the GA Terminal Visioning Meeting. The project could possibly be bid in October 2022.

Russ provided information and updates including:

- Greater Wenatchee Irrigation District Commissioners have set July 12th as the public hearing date to take testimony regarding our petition to annex the Airport property into the district. Russ will be attending on behalf of the Regional Port.

Larsen provided information and updates including:

- Larsen attended and provided information on the La Terraza de Main Street event that was hosted by the Wenatchee Valley Chamber of Commerce Hispanic Business Council. The Regional Port had a display table at this event.

Degnan provided information and updates including:

- Degnan informed the Board on the current status of the Audio/Visual system at the CTC. It is out of date and will soon need to be upgraded and/or replaced.
- Degnan also provided an update on current meeting room reservations.

PUBLIC COMMENT – An opportunity for public comment was provided; however, no public comments were received.

REVIEW CALENDAR OF EVENTS: Kuntz highlighted upcoming scheduled events.

ITEMS FROM BOARD OF DIRECTORS: Board of Directors provided various updates.

EXECUTIVE SESSION:

Executive session was announced at 12:40 p.m. for a period of 20 minutes; at 1:00 p.m. an extension of 10 minutes was added, along with another 10 minutes at 1:10 p.m. The purpose consisted of RCW 42.30.100(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. The executive session concluded at 1:20 p.m.

Meeting reconvened in Regular Session and was immediately adjourned at 1:20 p.m. with no action taken.

Signed and dated this 14th day of June 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

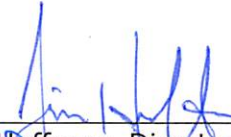


JC Baldwin, Director



Donn Etherington, Director

Chelan County District #3 (VACANT)



Jim Huffman, Director



Mark Spurgeon, Director



W. Alan Loeb sack, Director